

Executive Committee Meeting Minutes DRAFT

December 6, 2016

Attendees: John Chrzanowski; Patrice Gilliam-Johnson; Dian Brooks; Lori Reeder; Eileen Michelinie; Dan Madrid; Luke Rhine Steve Godowsky; George Krupanski; Victoria Counihan; Patrice Gilliam-Johnson; Wanda Holifield

Gary Welcomed Executive Committee.

Minutes Approved. Motion made by John Chrzanowski and Seconded by Jeff Bross. Motion carried

Committee Reports:

Lori Reeder Reported in lieu of **Jeff Bross**. She reported that there were no Performance measures: First year without performance measures and no report to go over. No report until 2017 and/or next quarter but can report the number of participants serviced. What we can report is the number of participants served. Gary asked if we could go over the new measures and see if we can educate the board.

Proposal Reviews and Education

Gary asked if he could report on behalf of John C. He reported that the initiatives were aligned with and support Pathways. Wants process to be broader and revamp the current RFP process. Bringing together a broader group and trying to extend the contracts. **Bill Potter** reported that Eileen Michelinie and Robin McKinney-Newman were the team leads and were bringing in a large group to review the RFP redesign. Target promising communities around the state where at risk youths will be. Look at the longer commitments around the state where at-risk youths will be. Looking for longer commitments, extend contracts to fill in the gaps between current contracts ending. Have a wide array of teams to develop a set of recommendations to give some of that to John's committee. Think about what we're doing now and to have a perfect outcome. **Gary Stockbridge** reinforce the idea of being bold; and different to make an impact to the state. Change can cause a lot of issues.

Eileen Micheline said a change would push us into March more likely. Existing contractors would have to do a quick turnaround time.

Gary Stockbridge said to take the time to do it right, get it right, and not get it wrong. Priority would be to get it right rather than staying on schedule. Think creatively about creating an extension up to a year. Agree to make it from one year extension to a six month extension, create a one page contract amendment with contractors.

DAG Victoria Counihan said she would help review contracts to ensure legal sufficiency.

Finance Reports

Diane Brooks Reported that Employment and Training Staff is under budget. Delaware Workforce Development Board is under budget and the report is only listed up until September and usually catches up after the quarter ends. The next meeting should have report up to November.

Pathway Report

Luke Rhine reported for Pathway committee. He said a transition document had been prepared for the new administration to keep the pathways momentum alive. Sec. Steve Godowsky thanked Luke Rhine for his efforts for a recent presentation in Kentucky. He said Sec Godowsky reported that his group is very excited to really scale up the programming for youth. The priorities ahead include:

1. To continue strategic planning for a decision point for the next meeting December 12th.
2. Build a transition document that will be submitted, on behalf of the group, to the executive branch of the government.
3. Plan outreach activities for the upcoming calendar year for January and February.

Robert Ford also reported that the Jobs for the Future (JFF) Conference will be in Delaware, at the Chase Center, on March 29th & 30th. National conference will be March 27th & 28th. Two large priorities: Broader effort for youth employment & Services for students with disabilities and at-risk youth.

Secretary Gilliam-Johnson reported that the Department prepared a transition document for Gov. Carney.

Chairman Report

Gary Stockbridge that the Strategic planning/Strategic Retreat, Strategic plan rewrite which will go into April. Schedule for steering team and make sure working team are on the same page.

We are also very excited about the upcoming process redesign and need to ensure all the technologies are in place moving forward.

Bill Potter Reported. Recommended people for teams and need to start recruiting for them right now. The four goals are: Process redesign, pathway evolution, cultural transformation, and resource extension. A kick off for the Goal Team. Bill Reported there are really three things going on at once.

1. The Plan rewrite due on 30 April
2. Process business mapping
3. The staff has been given from across the spectrum of One Stop Patterns

George Krupanski expressed concerned that we identify the various customers in the mission statement.

Bill Potter and Victoria Counihan walked through updates of the bylaws. Of special note was delegation of authority for the Executive Committee to act for the board between meetings. Of special note was the elimination of designated standing committees.

Gary Stockbridge. Suggested using a similar process as the State Chamber relative to nominations and term limits. A discussion concerning recusals from voting ensued/